

State of California



Department of Community Services & Development

FFY 2009 and FFY 2010

COMMUNITY SERVICES BLOCK GRANT AMERICAN RECOVERY AND REINVESTMENT ACT (Recovery Act) OF 2009 PLAN

SUBMITTED TO

**U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES
ADMINISTRATION FOR CHILDREN AND FAMILIES
OFFICE OF COMMUNITY SERVICES**

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RECOVERY ACT STATE PLAN

I. Federal Fiscal Years Covered by this State Community Services Block Grant (CSBG) Recovery Act Plan

The California Community Services Block Grant (CSBG) Recovery Act State Plan (CA CSBG Recovery Act State Plan) covers Federal fiscal years 2009 through 2010. This plan is specific to the Community Services Block Grant as appropriated pursuant to the American Recovery and Reinvestment Act of 2009 (Recovery Act).

II. LETTER OF TRANSMITTAL

A cover letter to the Director, Office of Community Services (OCS) including the CSBG Program Contact Person and the State CSBG Official who is to receive the CSBG Recovery Grant Award with complete addresses, telephone and fax numbers is included in Appendix A.

III. EXECUTIVE SUMMARY

A. CSBG State Legislation

California Government Code Section 12725 et seq. provides the authorization for the Governor of the State of California to assume responsibility for the CSBG and for the State to implement this block grant in conformity with the principles, purposes, and policies of the CSBG Program.

The California CSBG Program shall be governed by the principle of community self-help, thereby promoting new economic opportunities for Californians living in poverty through well-planned, broadly-based and locally-controlled programs of community action.

The purpose of the CSBG Program is to stimulate an effective concentration of all available local, state, private, and federal resources upon the goal of enabling low-income families and individuals of all ages, in rural and urban areas to attain the skills, knowledge, and motivations and to secure the opportunities needed for them to become fully self-sufficient.

B. Designation of Lead State Agency to Administer the CSBG Program

Section 676(a) of the CSBG Act requires the Chief Executive of each State to designate an appropriate State agency to act as lead agency for administration of the Community Services Block Grant.

Under the Federal law referenced above, the Department of Community Services and Development (CSD) is designated as the State department responsible for administering the CSBG program in California. The Director of CSD is the State official designated to sign assurances and receive the grant award. (Letter of designation is in Appendix B.)

C. Public Inspection Requirement

The draft CA CSBG Recovery Act State Plan was made available for public inspection and comment on May 19, 2009. The draft California CSBG Recovery Act State Plan was posted on CSD's website at www.csd.ca.gov and transmitted electronically to each eligible entity and association. (Documentation of public inspection see Appendix C)

The draft CA CSBG Recovery Act State Plan was distributed to the California Health and Human Services Agency, to members of the Assembly and Senate Human Services Committee, and Senate and Assembly Majority and Minority leaders.

The public was provided an opportunity to submit written comments on the draft CA CSBG Recovery Act State Plan from May 19, 2009 through May 26, 2009 by email at CSBGRecovery@csd.ca.gov and U.S mail at the address below.


Mailing Address

Department of Community Services & Development
P.O. Box 1946
Sacramento, CA 95812-1947
Attention: CA CSBG Recovery Act State Plan Comments

IV. STATEMENT OF FEDERAL AND CSBG RECOVERY ACT ASSURANCES

- A. As part of the plan required by Section 676 of the Community Services Block Grant Act, as amended, (The Act), the designee of the chief executive of the State hereby agrees to the Assurances in Section 676 of the Act, unless otherwise stated in the American Reinvestment and Recovery Act (Recovery Act) of 2009.
- B. The State further agrees to the following, as required under the Recovery Act:
- (1) To submit a plan to the Secretary containing information and provisions that describe the programs for which assistance is sought under the Community Services Block Grant program prepared in accordance with and containing the information described in the Recovery Act.
 - (2) To distribute not less than 99 percent of the Recovery Act allocations made available to the State by the Secretary to make grants to "eligible entities" as defined by Section 673(1) of the CSBG Act for the stated purposes of the Recovery Act.
 - (3) To make such funds available to eligible entities for obligation during the fiscal year and the succeeding fiscal year, subject to the provisions regarding carryover of unobligated funds as stated in the Appropriations Act. (H.R. 3061)
 - (4) To spend no more than 1 percent of the State allotment received under the Recovery Act for benefits enrollment coordination activities relating to the identification and enrollment of eligible individuals and families in Federal, State, and local benefit programs.

- (5) To fulfill supplemental reporting requirements for CSBG Recovery Act funds.
- (6) To provide information describing how the State will carry out activities and services supported by Recovery Act funds. **(This is the Narrative State CSBG Recovery Act Plan)**



Signature

RENEE WEBSTER-HAWKINS, CHIEF DEPUTY DIRECTOR, CSD
Administrator/Director of Designated Lead Agency

5/28/09
Date

V. THE NARRATIVE STATE PLAN

A. Administrative Structure

(1) State Administrative Agency

(a) Mission Statement

The mission of the Department of Community Services and Development (CSD) is to administer and enhance energy and community service programs that result in an improved quality of life for the low-income population.

The Department of Community Services and Development fosters strong partnerships with local community organizations to provide high impact programs and leverage strategic resources resulting in ever-increasing hope, dignity and quality of life for California's low-income residents.

Responsibilities

California Government Code Section 12780 provides that the powers and responsibilities of CSD as the State-administering agency for the CSBG Program are to ensure that all applicable federal requirements are met, define and enforce state standards of programmatic performance and fiscal accountability and ensure that the administrative requirements of this program are clear and uniform.

CSD is responsible for ensuring all CSBG Recovery Act funded entities comply with the transparency and accountability standards as applicable for the CSBG Recovery Act program.

CSD also administers California's share of the U.S. Department of Health & Human Services Low-Income Home Energy Assistance Program (LIHEAP) and the U.S. Department of Energy Weatherization Assistance Program (DOE WAP).

(b) Goals and Objectives

The following are the goals and objectives of CSD for the administration of the State's CSBG Recovery Act program.

Goal:

The programs will be administered in accordance with the CSBG Act and applicable Recovery Act statutes, rules, regulations, policies and procedures.

Objectives:

- i. Ensure all Recovery Act funds are distributed in a timely manner and in accordance with applicable Federal and State statutes.
- ii. Ensure the CA CSBG Recovery Act State Plan is available for public review and comments prior to submission to the Office of Community Services on or before May 29, 2009.

- iii. Ensure CSBG Recovery Act funds are administered in coordination with governmental and other social services programs to assure effective delivery of services to avoid duplication.
- iv. Ensure monitoring processes and systems are in place to conduct programmatic and fiscal monitoring for compliance with all applicable federal and state laws and regulations and all Recovery Act provisions.
- v. Ensure eligible entities pursue coordination with CSD funded local energy providers and establish a mutual service agreement to ensure that clients receive services that support their progress towards achieving self-sufficiency.

(2) Eligible Entities

A list of eligible entities and geographic areas served is shown in Appendix D.

(3) Distribution and Allocation of Funds

- (a) Planned distribution of CSBG Recovery Act funds to eligible entities. The distribution of funds planned for the Recovery Act is shown in Appendix D.

B. Description of Criteria and Distribution Formula

The Recovery Act mandates that States pass through 99% of their Recovery Act allocation to eligible entities under the CSBG Act, and reserve the remaining 1% for benefits enrollment coordination activities relating to the identification and enrollment of eligible individuals and families in Federal, State, and local benefit programs. It is important to note that unlike the regular CSBG program, the Recovery Act does not allow for State expenditures on administrative costs and statewide discretionary activities.

The proposed effective date of the Recovery Act contracts is July 1, 2009 through September 30, 2010. The California State budget cycle begins July 1 through June 30 of each year; during that time CSD follows a process to increase its spending authority. At the time, CSD was preparing and submitting requests for additional spending authority for CSBG Recovery Funds, the specific award amount for CSBG had not been received. The spending authority is contingent on the Legislature's approval for the CSBG Recovery Act funds.

The proposed amendment to the California Government Code to increase the eligibility requirement not to exceed the maximum percentage multiple of the poverty line as defined by the U.S. Department of Health and Human services for fiscal years 2009 and 2010 and applicable to the Recovery Act funds and regular CSBG is progressing through the legislative approval process.

California prorated the distribution of its Recovery Act allocation based on its regular CSBG funding distribution in the annual budget act as follows:

Regular CSBG Distribution	
CAA	76.1%
MSFW	10.0%
NAI	3.9%
Discretionary	5.0%
Administration	5.0%
Total	100.0%

ARRA CSBG Distribution	
CAA	83.7%
MSFW	11.0%
NAI	4.3%
Reserve	1.0%
	100.0%

Community Action Agency (CAA)

Services are funded through the CAA distribution (83.7%) of CSBG Recovery Act funds pursuant to California Government Code Section 12759, which set a target allocation point to be reached using increases in the State's CSBG award. Since California has received an increase in its regular 2009 CSBG award allowing the target allocation point to be achieved, the Recovery Act funds are distributed by poverty population using the most recent decennial census (2000).

Migrant and Seasonal Farm Worker (MSFW)

Services are funded through the MSFW distribution (11.0%) of CSBG Recovery Act funds pursuant to mutually agreed upon historical percentages. CSD will administer MSFW contracts through three established service districts (see Appendix D for agency listing). MSFW contractors shall coordinate their plans and activities with other contractors funded by CSD to avoid duplication of services and to maximize services for all eligible beneficiaries.

Native American Indian (NAI)

Services are funded through the NAI distribution (4.3%) of CSBG Recovery Act funds distributed in a manner commensurate with the NAI population in tribes and off-reservation. CSD will administer the NAI contracts through three eligible NAI contractors (see Appendix D for agency listing).

Historically, under the regular CSBG award, tribes receive a minimum of \$1,000; however there is no minimum funding amount under the CSBG Recovery Act award as this has already been provided under the regular CSBG award. Also, under the regular CSBG award, core funding is initially allocated to Karuk and NCIDC as an administrative base; however there is no core funding allocated under the CSBG Recovery Act award. In addition, the Quechan Tribe received CSBG Recovery Act funding directly from the U.S. Department of Health and Human Services and therefore is ineligible for CSBG Recovery Act funds from California.

Limited Purpose Agencies (LPAs)

California provides an annual discretionary allocation to LPAs under the regular CSBG award; however, due to the fact that the Recovery Act does not allow for State expenditures on statewide discretionary activities, the LPAs are not funded under the CSBG Recovery Act award.

The limitation on funding and procedures for use of carry over balances.

No carry-over of Recovery Act funds will be allowed as all funds must be expended by September 30, 2010 unless a directive providing otherwise is issued by the U.S. Department of Health and Human Services' Office of Community Services. All contracts will have an expiration date of September 30, 2010.

C. Description of Distribution and Use of Restricted Funds

CSD proposes to use its 1% set aside to increase the number of eligible low income Californians who apply for Earned Income Tax Credit (EITC) refunds. This proposed plan includes statewide outreach and education and partnering with the State Department of Social Services to develop a request for proposal soliciting the CSBG eligible entities to implement a statewide program to increase utilization of Earned Income Tax Credit by low-income Californians.

CSD has provided leadership at the state level to increase the number of eligible Californians applying for EITC by promoting the use of EITC and other asset development activities among its entities, establishing an asset building initiative, by encouraging the exchange of best practices in the asset development field, and by working with the Department of Social Services to encourage local partnerships between welfare departments and CSD entities.

D. State Community Services Program Implementation

(1) Program Overview:

The CSBG eligible entities submitted a CSBG Recovery Act Local Plan to CSD to describe the use of the funds and address each of the required components. Each of the CSBG Recovery Act Local Plans provided a description of the planned Recovery Act Program implementation in accordance with the provisions of the CSBG Recovery Act. There are sixty entities that submitted a detailed comprehensive Local Plan. The detailed plans and narrative descriptions are on file at CSD. The information described below is a general summary of the information submitted in the CSBG Recovery Act Plans.

(a) The Service Delivery System of Benefit Enrollment Coordination Activities

The following is a description of benefit enrollment coordination activities for the purposes of identifying and enrolling eligible individuals and families in federal, state and local programs and a description of the geographical area serviced:

California's CSBG eligible entities are comprised of county public and private non-profit agencies. The majority of the county agencies operate a variety of the Federal and State benefits programs which are offered within the agency. The county agencies administer programs such as TANF, MediCAL, and Section 8.

A myriad of coordination activities will be conducted by all agencies to ensure for the purposes of identifying and enrolling eligible individuals and families. Several agencies have utilized client databases to capture

eligibility of individuals and families for the purpose of information and referrals to local, state and federal benefit programs. Using a benefit calculator, the agencies' staff are able to identify particular benefits clients are eligible for and are able to provide a more tailored approach to the needs of specific individuals and families. Individuals will be assisted with a host of basic services to resolve an immediate situation and long range services leading to self-sufficiency.

Agencies have established a number of partnerships that will include identifying and verifying eligibility for designated programs. Through these collaborations and partnerships, private non-profit agencies have been able to facilitate direct enrollment through on-site enrollment in local benefit programs. Contacting of local, state and federal agencies directly on behalf of the clients will be conducted. Follow-up with clients is an integral part of this system.

Benefit enrollment activities can be challenging to administer in a state as vast as California and with such complex population. California has one of the nation's highest unemployment rates at nearly twice the national average. That coupled with the varying densely populated areas and equally rural areas often results in inaccessible infrastructure such as benefit enrollment. The agencies' individual benefit enrollment coordination activities meet the differing needs of California's approximate 4.5 million people in poverty.

(b) Description of Recovery Act Projects

The following is a description of CSBG Recovery Act projects for purposes of creating and sustaining economic growth and employment opportunities, including a description of targeted individuals and families; services and activities; and how the services and activities are tailored to the specific needs of the community:

Entities will target individuals and families including those who are most impacted by the economic downturn: low-income individuals and families, working poor, elderly and the homeless.

Services are provided in all fifty-eight counties in California. The geographic areas span 155,959 square miles statewide and demographics range from rural to urban, mountainous to desert. The entities factored in the diverse needs of the populations and the specific needs of the community taking into account current trends in the economy and their respective geographical areas.

Based on the information submitted by the CSBG eligible entities in their CSBG Recovery Act Local Plans, employment support activities and employment placements are a priority. The entities have identified and are focusing on projects that will lead to economic growth and employment opportunities and have established a vast number of linkages and partnerships to achieve the end result.

Examples of projects submitted by the CSBG eligible entities include:

- Green jobs initiatives and green employment

- Partnerships with local Workforce Investment Board
- On-the-job training initiatives
- Training programs to create new jobs and a long term workforce
- Asset Development
- Food sustainability and community gardens to produce a network of community gardens as part of a community driven food sustainability effort.
- Water conservation and sustainable landscapes
- Growth of micro-enterprise businesses to include training and technical assistance in grant writing and management, program development
- Training of culinary students
- Financial literacy outreach and training

(c) The Service Delivery System for Recovery Act Projects

The following is a description of the service delivery system for Recovery Act projects for purposes of providing a wide range of innovative services and activities, including a description of the geographic area served, a listing of eligible entities and service areas.

The entities rely on a broad base of collaborative partners and plan to expand the partnerships to administer the Recovery Act projects. Each of the partners possesses expertise in serving the needs of the targeted groups and brings knowledge in how those groups have been affected by the declining economy.

Entities will redesign service delivery systems that consider the increased number of first-time homeless or imminently homeless families, the difficult employment market, declining resources and service levels of government and non-profits, and the need for additional staff to guide the growing number of poor and working poor families through services identified as key to their survival and self-sufficiency. At the same time, entities will continue to serve the very low-income and chronically poor population.

Direct services and/or subcontracting with local community based entities for the purpose of providing services to meet the requirements of the Recovery Act will be utilized by entities receiving funding. The CSBG eligible entities have also developed partnerships with myriad service providers including faith-based partnerships, private businesses, local government entities, and collaborations with other community-based service providers.

(d) Linkages

The following is a description of how linkages will be developed by local entities to fill identified gaps in services, through the provision of information, referrals, case management, and follow up consultations.

The CSBG entities are exceptional at establishing extensive

partnerships to provide services in their respective service areas. The entities establish formal and informal agreements to identify and implement information sharing, referrals, case management, and intervention strategies.

The CSBG entities actively convene and lead collaborative efforts to increase the level of awareness of services available in the community for referral and follow up which work to identify and eliminate the gaps in service.

(e) Coordination with other Public and Private Resources

The following is a description of how funds made available through grants to eligible entities will be coordinated with other public and private resource to include how States and eligible entities will avoid duplication and/or supplanting.

The CSBG Recovery Act Local Plan submitted by each entity includes a description of how the agency will coordinate their services with school districts, local community partners, faith-based organizations, local governments, and other resources within the community. At the local level, meeting with other providers in the service area assists in eliminating the potential of duplication of services.

Partnerships that local agencies have made are manifested in many forms. Steering committees and community forums have been developed between local agencies and other entities receiving Recovery Act funds in their communities. These relationships have resulted in the identification of services needed, already being provided and potential collaboration on future initiatives.

A major focus for local agencies is employment needs and supports. Agencies have been in direct coordination with state and federally funded entities, local Workforce Investment Boards and the California Employment Development Department, to obtain a clear understanding of the services already being provided and any other pressing employment related needs that have not been addressed.

All of the partnerships and direct coordination being forged by local agencies are being undertaken with the purpose of serving California's communities' needs to the greatest extent possible. These relationships will help eliminate duplicative services provided in the agencies' communities and avoid supplanting services through the increased communication facilitated with the partnerships that have been created.

(f) Innovative Community and Neighborhood-based initiatives

The following is a description of how local entities will use the funds to support innovative community and neighborhood-based initiatives related to the purposes of the Recovery Act, which promotes food, housing, health services and employment-related services and activities.

The Recovery Act strongly encourages economic growth and job development as well as supporting the activities identified in Sections

674 through 679 of the CSBG Act. CSD encourages local agencies to develop innovative community and neighborhood-based initiatives through the planning process and local coordination.

Agencies have embodied the intent of the Recovery Act in the services they intend to provide. The agencies have an implicit understanding of the need to combat the effects of our worsening economy: food insecurity, lack of affordable housing, declining housing market, high costs of food and high unemployment. The agencies have transformed this understanding into a plethora of innovative community and neighborhood-based initiatives to address those problems.

Many agencies have made a move back to community and neighborhood-based food programs. The idea of community gardens, co-op style food producers and farmer's market may not sound innovative, but the sheer level at which they will be administered across the state of California is quite innovative. Agencies have taken a typically grass-roots initiative and morphed it into something that can meet the ever growing food needs of many low-income Californians.

Like food, housing is also of great concern to the low-income. Local agencies have created re-housing initiatives, neighborhood stabilization and affordable housing neighborhood initiatives to address this concern. These initiatives will work to find housing for those displaced by the collapse of the housing bubble and further stabilize the current housing market through neighborhood revitalization.

As recently highlighted in the national news, California has experienced a surge in the amount of homeless people left in the streets. There are numerous homeless prevention and homeless coalitions to address the problem of homelessness in the state. These programs are catered to the unique needs of the chronically, as well as, newly homeless. The programs focus on the food, housing, health services and employment-related needs of the homeless, while providing a holistic and respectful approach to this specific population.

(2) Community Needs Assessment

The following describes how the State will comply with the following assurance in Section 676(b)(11) of the CSBG Act: The State will secure from each eligible entity in the State, as a condition to receipt of funding by the entity, a community action plan (which shall be submitted to the Secretary, at the request of the Secretary, with the State plan) that includes a community-needs assessment for the community served, which may be coordinated with community-needs assessments conducted for other programs.

CSD eligible entities submit a biennial CSBG Community Action Plan (CAP) to CSD. The 2010/2011 CAP Plan is due to CSD on June 30, 2009 and requires the entities to conduct a comprehensive needs assessment. The entities were in the process of conducting the needs assessment for the regular CSBG and incorporated the planning for the Recovery Act

funds into the process.

The needs assessment includes the assessment of poverty-related needs, demographic and economic conditions, existing programs/services available in the community and identifies and prioritizes the eligible activities to be funded by CSBG Recovery Act funds.

The entities utilize a variety of information gathering methods to conduct their community-needs assessments. Data from direct contact with the targeted populations and secondary data from community partners, U.S. census, city and county resources, United Way and HeadStart are examples of methods used.

E. Fiscal Controls

(1) State Program Monitoring:

The following is a description of the plans for conducting the following reviews of eligible entities, as required under Section 678B (a) of the Act.

- (a) a full onsite review of each such entity at least once during each 3-year period;
- (b) an onsite review of each newly designated entity immediately after the completion of the first year in which such entity receives funds through the community services block grant program;
- (c) follow-up reviews including prompt return visits to eligible entities, and their programs, that fail to meet the goals, standards, and requirements established by the State;
- (d) other reviews as appropriate, including reviews of entities with programs that have had other Federal, State or local grants (other than assistance provided under the Community Services Block Grant Program) terminated for cause; and
- (e) Specify the date of the last audit conducted and the period covered by the audit for each eligible entity is included in Appendix E.

An onsite monitoring visit of every eligible entity is conducted at least once every three years. A compliance desk review is conducted on each entity annually. CSD will develop an on-site monitoring tool and a compliance desk review tool to incorporate and focus on the specifics of the Recovery Act. The Recovery Act tools will be used to assess the status of each entities' progress and adherence to the Recovery Act requirements.

The entities that are scheduled for the regular CSBG on-site monitoring visit during the 2009 and 2010 fiscal years will have a review conducted on the Recovery Act Contract. CSD is completing a State directed Recovery Act Readiness Review, which requires CSD to conduct a risk assessment of our eligible entities and conduct appropriate program and fiscal monitoring and training and technical assistance (T &TA), as appropriate.

Agencies are required to have a Single audit conducted in accordance with Office of Management & Budget Circular A-133. The CSD Audit Services

Unit (ASU) reviews the annual audits that are submitted by the agencies receiving funding through CSD. The audits of nonprofit agencies are due to CSD within nine months of the end of their fiscal year. Audits from governmental entities are submitted through the State Controller's Office with a copy to CSD and are due to CSD nine months after the end of their fiscal year. ASU reviews the audits for issues identified in the reports and for compliance with the governing laws and regulations. ASU will conduct follow-up on issues identified in the audit reports. See Appendix E for a list of eligible entities, date of the last audit conducted, and the review period.

(2) Corrective Action, Termination and Reduction of Funding:

The following describes the State's plan to comply with the requirements of Section 678C of the Act. (Section 678C of the Act requires states to comply with certain requirement in the event that the State determines that an eligible entity fails to comply with the terms of an agreement or the State plan, to provide services under the community services block grant program or meet appropriate standards, goals, and other requirements established by the State, including performance objectives.)

CSD will follow the federal law for corrective action, termination and reduction of funding to include:

- (1) Inform the entity of the deficiency to be corrected;
- (2) Require the entity to correct the deficiency;
- (3) Offer training and technical assistance to help correct the deficiency, if appropriate;
- (4) At the discretion of the State allow the entity to develop and implement, within 60 days after being informed of the deficiency, a quality improvement plan to correct the deficiency within a reasonable period of time, as determined by the State.
- (5) After providing adequate notice and an opportunity for hearing, initiate proceedings to terminate the designation of or reduce the funding of the eligible entity unless the entity corrects the deficiency.

(3) Tracking:

The following describes the State's systems of fiscal controls, procedures, and plans for tracking separately expenditures from funds made available by the Recovery Act and in accordance with Section 1512 of the American Recovery and Reinvestment Act of 2009.

The Department of Community Services and Development, in conjunction with the State of California, has current reporting procedures and web-based reporting systems that allow for accountability of expenditures specific to Recovery Act funds. CSD will continue to utilize existing resources, with adaptation if necessary, to act in accordance with Section 1512 of the American Recovery and Reinvestment Act of 2009. The following systems are currently in operation and allow for the transparency and accountability identified in the Recovery Act:

1. The California State Accounting and Reporting System (CALSTARS) allows for expanded levels of detail to report all financial information separately and accurately. Specific items used in this type of reporting are:
 - Project Codes - Allow us to set up all detailed information exactly as the Federal Grants require. Recovery Act grants can be tracked completely separate from all other grants.
 - Program Cost Accounts (PCA) to detail the budget and expenditures associated with the established project codes.
 - Index Codes to detail an additional level of reporting within each PCA.
2. The Expenditure Activity Reporting System (EARS) is a web-based system used to receive and process expenditure reports submitted by grantees for the CSBG Recovery Act Program.

F. Reporting and Registration Requirements

In accordance with Section 1512 of the American Recovery and Reinvestment Act of 2009, Public Law 111-5, the designee of the Chief Executive of the State hereby agrees to the following reporting and registration requirements:

- (a) This award requires the recipient to complete projects or activities which are funded under the American Recovery and Reinvestment Act of 2009 (Recovery Act) and to report on use of Recovery Act funds provided through this award. Information from these reports will be made available to the public.
- (b) The reports are due no later than ten calendar days after each calendar quarter in which the recipient receives the assistance award funded in whole or in part by the Recovery Act.
- (c) Recipients and their first-tier recipients must maintain current registrations in the Central Contractor Registration (www.ccr.gov) at all times during which they have active federal awards funded with Recovery Act funds. A Dun and Bradstreet Data Universal Numbering System (DUNS) Number (www.dnb.com) is one of the requirements for registration in the Central Contractor Registration.

Each eligible entity is required to obtain, and provide to CSD, a Data Universal Numbering System (DUNS) number and maintain a current registration in the Central Contractor Registration (CCR) for reporting purposes.

- (d) The recipient shall report the information described in section 1512(c) using the reporting instructions and data elements that will be provided online at <http://www.FederalReporting.gov> and ensure that any information that is pre-filled is corrected or updated as needed.

CSD will apply all the standards of Accountability as set forth in the guidance provided by the Recovery Act. CSD will make certain that Recovery Act funding is held to the strict standards currently in place with our regular programs.

APPENDIX A

Letter of Transmittal

DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT

700 North 10th Street, Room 258
Sacramento, CA 95811
(916) 341-4200
(916) 341-4203 (FAX)
(916) 327-6318 (TDD)



May 28, 2009

Dr. Yolanda Butler
Acting Director
Office of Community Services
Administration for Children and Families
U.S. Department of Health and Human Services
370 L'Enfant Promenade, S.W.
Washington, D.C. 20201

Dear Dr. Butler:

Subject: Community Services Block Grant (CSBG) Recovery Act State
Plan, FFY 2009-2010

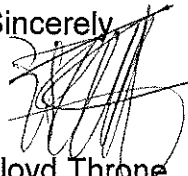
Enclosed is the State of California's Community Services Block Grant (CSBG) American Recovery and Reinvestment Act (Recovery Act) of 2009 State Plan for Federal fiscal years 2009 and 2010. The CSBG Recovery Act State Plan details California's use of CSBG Recovery Act funds. The CSBG Recovery Act State Plan was prepared by the California Department of Community Services and Development, which, as the designated lead agency for the CSBG program in California, is responsible for the development and implementation of this state's plan for the use and distribution of CSBG Recovery Act funding.

Identified below are the CSBG State official and program contact:

State CSBG Official:
Lloyd Throne, Director
Department of Community Services
and Development
P.O. Box 1946
Sacramento, CA 95812-1947

State CSBG Program Contact:
Pamela Harrison, Division Manager
Department of Community Services
and Development
P.O. Box 1946
Sacramento, CA 95812-1947

Sincerely,

 on behalf of
Lloyd Throne
Director

Enclosure

APPENDIX B

DESIGNATION LETTER



GOVERNOR ARNOLD SCHWARZENEGGER

September 7, 2006

Ms. Josephine B. Robinson
Director
Office of Community Services
Administration for Children and Families
U.S. Department of Health and Human Services
370 L'Enfant Promenade, SW
Washington, DC 20201

Dear Ms. Robinson,

Pursuant to 42 U.S.C. 9908(a)(1) and Title 45, Part 96.10(b) of the Code of Federal Regulations, I hereby delegate signature authority to Lloyd Throne, Director of the State of California's Department of Community Services and Development, and his successor, for the purposes of submitting the application and certifying compliance with federal assurances relating to the Community Services Block Grant (CSBG), which may include the Community Food and Nutrition Program (CFNP), and Low-Income Home Energy Assistance Program (LIHEAP).

Thank you for your attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Arnold Schwarzenegger', with a long horizontal stroke extending to the right.
Arnold Schwarzenegger

APPENDIX C

DOCUMENTATION OF PUBLIC INSPECTION

Taylor, Leslie

From: Taylor, Leslie
Sent: Tuesday, May 19, 2009 5:49 PM
To: ACAP; ACAP; Amador-Tuolumne CAA; Butte County CAA; Butte County CAA; CAL/NEVA; Calaveras-Mariposa CAA; Calveras- Mariposa CAA; CET; CET; CHDC; CHDC; City of Berkeley; City of Berkeley ; City of Oakland; City of Oakland; Colusa-Glenn-Trinity CAA; Colusa-Glen-Trinity CAA; Community Design Center; Contra Costa Co CSD; Contra Costa Co. CSD; Contra Costa Co. CSD; CSET; CSET; CUI; CUI; CVOC; CVOC; Del Norte Senior Center; El Dorado County DCS; Foothill Unity Center; Foothill Unity Center; Fresno County EOC; Fresno County EOC; Fresno County EOC; IMACA; IMACA; Karuk Tribe; Kern County; Kern County; Kern County EOC; Kern County EOC; Kings CAO; Kings CAO; Kings CAO; LA City; LA City; LA City ; La Coop; LA County; LA County ; LA/County Native American; Lake County CAA; Lake County CAA; Lassen/Plumas/Sierra CAA; Lassen/Plumas/Sierra CAA; Long Beach CSDC; Madera County; Madera County ; Marin CAA; Marin CAA; Merced County CAA; Merced County CAA; Modoc-Siskiyuu CAA ; Monterey County CAA; Monterey County CAA; Napa County CAA; Napa County CAA; NCIDC; NCIDC; Nevada County DHC; Nevada County DHC; Nevada County DHC; North Coast Opportunities; North Coast Opportunities; Orange County CAP; Orange County CAP; Orange County CAP; Placer County CSD; Placer County CSD; Proteus ; RCAC; RCAC; Redwood CAA; Redwood CAA; Redwood CAA; Riverside County; Riverside County; Riverside County; San Benito County; San Bernardino County CSD; San Bernardino County CSD; San Diego County; San Diego County; San Diego County ; San Diego County ; San Francisco EOC; San Joaquin County DAC; San Luis Obispo EOC; San Luis Obispo EOC; San Mateo CAA; San Mateo CAA; San Mateo CAA; Santa Barbara CAC; Santa Barbara CAC; Santa Clara- Sacred Heart; Santa Cruz CAB; Santa Cruz CAB; SETA; SETA; Shasta County CAA; Solano Safety Net Consortium CAA; Solano Safety Net Consortium CAA; Sonoma County; Sonoma County ; Sonoma County ; Sutter/Yuba CAA; Tehama CAA; Tehama CAA; Ventura County; Ventura County; Yolo County DESS; Yolo County DESS
Cc: Community Services Division
Subject: Draft CSBG Recovery Act State Plan
Attachments: CA CSBG Recovery Act State Plan_DRAFT.pdf

Hello CSBG Network-

Attached is the Draft CSBG Recovery Act State Plan for public inspection of the proposed use and distribution of the CSBG Recovery Act funds. The public comment period begins May 19 through May 26, 2009; comments may be sent via email to CSBGRecovery@csd.ca.gov or mailed to the following address:

P.O. Box 1947
Sacramento, CA 95812-1947
Attention: Comments CSBG Recovery Act State Plan

If you have any questions, feel free to contact Pamela Harrison, Community Services Division Manager at pharrison@csd.ca.gov or Leslie Taylor at ltaylor@csd.ca.gov.

Thank you





CA CSBG
Recovery Act State P

Department of Community Services and Development

[Contractors](#) > [CSBG](#) > CSBG

CSBG

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The American Recovery and Reinvestment Act of 2009 (Recovery Act) will add significant new funding to the CSBG Program. Learn more at [CSD's Recovery Act page](#).

ARRA update

CSBG Recovery Act State Plan Draft - May 19, 2009 - Written comments regarding the draft CA CSBG Recovery Act State Plan will be accepted beginning May 19, 2009 through May 26, 2009. Written comments may be submitted to CSD via e-mail to CSBGRecovery@csd.ca.gov.

CSBG Recovery Act Local Plan - Due May 11, 2009

CSBG Recovery Act Local Plan Q & A Powerpoint Session - May 8, 2009

CSBG Recovery Act Q & A Webinar Responses - May 8, 2009

CSBG Recovery Act Funding Information - April 10, 2009 -

CSBG State Information Memorandum - April 10, 2009 - This document provides guidance on application procedures, spending and reporting requirements for Recovery Act Funds.

Frequently Asked Questions about CSBG application procedures, distribution and use of funds, income eligibility, Reporting/Monitoring, Obligations/Expenditures, and related Tribal FAQs

Economic Stimulus Webinar

Click the link below to view the powerpoint presentation from the all agency webinar that provided information on the CSBG funding received under the American Recovery & Rehabilitation Act (ARRA). Any questions regarding the Recovery Act please contact Pamela Harrison at pharrison@csd.ca.gov

"CSBG Stimulus (ARRA) Funding - Are you Preparing for the Spotlight?" (.ppt, 23 pages)

2008-09 Asset Development

CSBG (Community Services Block Grant) program

The Community Services Block Grant (CSBG) program is funded by the U.S. Department of Health and Human Services which typically has a contract cycle performed in two consecutive January-December program years.

2008-09 CSBG Contract, including References and Reporting Forms

2006-07 CSBG Contract, including References and Reporting Forms

Discretionary Funding and other Special Contract Information

Including: Special Needs Discretionary Information
and other Discretionary Funding Opportunities

Department of Community Services and Development

[CSD > Recovery Act > Recovery](#)

American Recovery and Reinvestment Act of 2009

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The American Recovery and Reinvestment Act of 2009 (Recovery Act) was signed into law by President Obama on February 17th, 2009. It is an unprecedented effort to jumpstart our economy, create or save millions of jobs, and put a down payment on addressing long-neglected challenges so our country can thrive in the 21st century. The Act is an extraordinary response to a crisis unlike any since the Great Depression, and includes measures to modernize our nation's infrastructure, enhance energy independence, expand educational opportunities, preserve and improve affordable health care, provide tax relief, and protect those in greatest need.

OVERVIEW: CSD AND THE RECOVERY ACT

Two of CSD's existing programs will receive significant new funding through the Recovery Act:

- The U.S. Department of Energy's Weatherization Assistance Program (DOE WAP)
- The U.S. Department of Health and Human Services Community Services Block Grant (CSBG)

WEATHERIZATION

The purpose of DOE WAP is to increase the energy efficiency of homes owned or occupied by low-income Californians, reduce the amount these families spend on energy, and improve their health and safety. Preference is given to low-income people who are particularly at risk, such as the elderly, disabled, families with children, and those who use a lot of energy.

The significant investment in DOE WAP through the Recovery Act also represents the Obama administration's efforts to create and sustain jobs during this economic crisis, and to decrease our national dependence on foreign oil. CSD will receive \$185 million in DOE WAP funding under the Recovery Act. We are awaiting official program guidance from the U.S. Department of Energy.

COMMUNITY ACTION

The CSBG program is a nationwide network of community action agencies. These agencies fight poverty by providing services that help low-income people get the skills, knowledge, and motivation they need to become self-sufficient. The CSBG program also provides low-income people with immediate life necessities such as food, shelter, health care and more.

Working in partnership with other local providers, community action agencies spend their federal CSBG dollars in their local communities to meet the unique needs of the low-income people they serve.

It is still unknown how much money California's community action agencies will receive under the Recovery Act. CSD is waiting for official guidance from the U.S. Department of Health and Human Services.

MORE INFORMATION

Don't miss the links on the right side of this page if you'd like to learn more about CSD and the Recovery Act.

LEARN MORE

Questions & Answers

Documents & Presentations

CSD Plans & Reports

Newsletter

[-Archive \(pdf\)](#)

Contact Us

STATE LINKS

[Recovery.ca.gov](#)

FEDERAL LINKS

[Recovery.gov](#)

[Recovery and Reinvestment Act](#)

[Grants.gov](#)

[FBO.gov](#)

[Office of Inspector General](#)

Department of Community Services and Development

[CSD](#) > [Recovery Act](#) > Recovery Reports and Plans

CSD Recovery Act Plans & Reports

This page will contain Recovery Act plans and reports that are either required by the Act or that CSD believes may be of interest to its readers. This page will be updated as plans and reports become available.

DRAFT 2009 CSBG Recovery Act State Plan - May 19, 2009 - Written comments regarding the draft CA CSBG Recovery Act State Plan will be accepted beginning May 19, 2009 through May 26, 2009. Written comments may be submitted to CSD via e-mail to CSBGRecovery@csd.ca.gov.

FINAL 2009 DOE ARRA State Plan (.pdf, 185 pages)

DRAFT 2009 ARRA Stimulus DOE Allocation - Initial 10% (.pdf, 2 pages)

DRAFT ARRA Local Plans

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Department of Community Services and Development

CSD Home



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Community Services & Development (CSD) is a state department of the California Health and Human Services Agency.

CSD administers federal programs to help low-income families achieve and maintain self-sufficiency, meet their home energy needs, and reside in housing free from the dangers of lead hazards. In addition, CSD administers a state-funded Naturalization Services Program that assists legal permanent residents to obtain citizenship.

CSD works with a network of more than 100 agencies throughout California that provide services and programs directly in the community.

Two of CSD's key programs--the Community Services Block Grant and the Weatherization Assistance Program--will receive federal stimulus funds under the American Recovery and Reinvestment Act of 2009. [Learn more...](#)

THINGS TO KNOW

Draft CSBG ARRA State Plan -
Comments accepted 5/19 - 5/26 at
CSBGRecovery@csd.ca.gov

Final 2009 DOE ARRA State Plan now
available for review

Final 2009 DOE Standard State Plan
now available for review

Pioneering Solar Project Combines
Housing with State-of-the-Art Solar
Systems

Protect yourself, your family and your
home: **Be Prepared California**

Summer is around the corner. Read
Summertime Energy Saving Tips

Without a bank account, the average
person can spend \$800 a year at check
cashers. Find out how to **Open A Bank
Account**.

Help for California Homeowners: A
Guide to Mortgage Resources

LEARN MORE ABOUT

- Our Community Service Partners
- Programs and Eligibility Requirements
- Hazards of Lead-Based Paints
- Weatherization Services
- Low or No-Cost Ways to Lower Energy Costs

HOW CAN I

- get help paying my energy bills?
- find out about weatherizing my house?
- tell if I have unsafe lead paint in my house?
- qualify for naturalization services?

**Swine Flu
Information**



Save energy, money
and the environment.



saveourH2O.org
to find out how.

RECOVERY.



**REPORTING
TRANSPARENCY
IN GOVERNMENT**

APPENDIX D

PROJECTED FUNDING ALLOCATION

Department of Community Services and Development (CSD)
Community Services Block Grant (CSBG)
Estimated 2009 American Recovery and Reinvestment Act (ARRA) Allocation of Federal Funds
Community Action Agencies

County	Agency	Poverty Population	Allocation Percent Based on Pov Pop	Proposed 2009 ARRA Allocation
Alameda	Berkeley CAA	19,495	0.00414	308,958
Alameda	Associated Community Action Program	60,820	0.01292	964,188
Alameda	City of Oakland, Department of Human Services	76,489	0.01625	1,212,697
Alpine	Inyo Mono Advocates for Community Action, Inc.	232	0.00005	3,731
Amador/Tuolumne	Amador/Tuolumne CAA	8,498	0.00181	135,076
Butte	CAA of Butte County, Inc.	39,148	0.00832	620,901
Calaveras/Mariposa	Calaveras/Mariposa CAA	7,193	0.00153	114,180
Colusa	SEE GLENN			
Contra Costa	Contra Costa Employment & Human Services Dept	71,575	0.01521	1,135,085
Del Norte	Del Norte Senior Center	4,765	0.00101	75,374
El Dorado	El Dorado County Department of Human Services	11,079	0.00235	175,375
Fresno	Fresno County EOC	179,085	0.03805	2,839,577
Glenn/Colusa/Trinity	Glenn County Human Resource Agency	10,065	0.00214	159,703
Humboldt	Redwood CAA	24,059	0.00511	381,347
Imperial	Campesinos Unidos, Inc.	29,681	0.00631	470,900
Inyo/Mono	Inyo Mono Advocates for Community Action, Inc.	3,700	0.00079	58,956
Kern	CAP of Kern	130,949	0.02783	2,076,884
Kings	Kings CAO	21,307	0.00453	338,063
Lake	Lake County CAA	10,081	0.00214	159,703
Lassen/Plumas/Sierra	Lassen/Plumas/Sierra CAA	6,561	0.00139	103,732
Los Angeles	Foothill Unity Center, Inc.	38,468	0.00817	609,707
Los Angeles	Long Beach CSDC	103,434	0.02198	1,640,313
Los Angeles	County of Los Angeles Dept of Public Social Services	731,647	0.15547	11,602,340
Los Angeles	City of Los Angeles, CDD, HS&NDD	801,050	0.17021	12,702,347
Madera	CAP of Madera County, Inc.	24,514	0.00521	388,809
Marin	Community Action Marin	15,601	0.00332	247,763
Mariposa	SEE CALAVERAS			
Mendocino	North Coast Opportunities	13,505	0.00287	214,181
Merced	Merced County CAA	45,059	0.00957	714,185
Modoc/Siskiyou	Modoc/Siskiyou CAA	10,071	0.00214	159,703
Mono	SEE INYO			
Monterey	Monterey County CAP	51,692	0.01098	819,410
Napa	Community Action Napa Valley	9,913	0.00211	157,464
Nevada	Nevada County Dept of Housing & Community Services	7,332	0.00156	116,419
Orange	CAP of Orange County	289,475	0.06151	4,590,339
Placer	County of Placer Dept of Health and Human Services	14,272	0.00303	226,121
Plumas	SEE LASSEN			
Riverside	CAP of Riverside County	214,084	0.04549	3,394,806
Sacramento	Sacramento Employment and Training Agency	169,784	0.03608	2,692,561
San Benito	San Benito County DCS&WD	5,241	0.00111	82,837
San Bernardino	CAP of San Bernardino County	263,412	0.05597	4,176,902
San Diego	County of San Diego, H&HAS, CAP	338,399	0.07191	5,366,465

Department of Community Services and Development (CSD)
Community Services Block Grant (CSBG)
Estimated 2009 American Recovery and Reinvestment Act (ARRA) Allocation of Federal Funds
Community Action Agencies

County	Agency	Poverty Population	Allocation Percent Based on Pov Pop	Proposed 2009 ARRA Allocation
San Francisco	EOC of San Francisco	86,585	0.0184	1,373,146
San Joaquin	San Joaquin County Dept of Aging & Community Svcs	97,105	0.02063	1,539,566
San Luis Obispo	EOC of San Luis Obispo County, Inc.	29,775	0.00633	472,392
San Mateo	CAA of San Mateo County, Inc.	40,692	0.00865	645,528
Santa Barbara	CAC of Santa Barbara County, Inc.	55,086	0.01171	873,888
Santa Clara	Sacred Heart Community Service	124,470	0.02645	1,973,898
Santa Cruz	CAB of Santa Cruz County, Inc.	29,383	0.00624	465,676
Shasta	Shasta County CAA	24,556	0.00522	389,556
Sierra	SEE LASSEN			
Siskiyou	SEE MODOC			
Solano	CAP of Solano County	31,344	0.00666	497,019
Sonoma	CAP of Sonoma County	36,349	0.00772	576,124
Stanislaus	Central Valley Opportunity Center, Inc.	70,406	0.01496	1,116,428
Sutter	Sutter County CAA	12,031	0.00256	191,046
Tehama	Tehama County CAA	9,503	0.00202	150,748
Trinity	SEE GLENN			
Tulare	Community Services & Employment Training, Inc.	86,572	0.0184	1,373,146
Tuolumne	SEE AMADOR			
Ventura	Community Action of Ventura County, Inc.	68,540	0.01456	1,086,577
Yolo	County of Yolo, Dept of Employment & Social Services	29,787	0.00633	472,392
Yuba	Yuba County CSC	12,205	0.00259	193,285

TOTAL, all counties

4,706,124	1.00000	74,627,517
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Department of Community Services and Development (CSD)
Community Services Block Grant (CSBG)
Estimated 2009 American Recovery and Reinvestment Act (ARRA) Allocation of Federal Funds

**PROJECTED FUNDING ALLOCATION FOR
MIGRANT AND SEASONAL FARM WORKERS**

<u>AGENCY</u>	<u>SERVICE AREA</u>	<u>DOLLAR AMOUNT</u>
CALIFORNIA HUMAN DEVELOPMENT CORPORATION 3315 Airway Drive Santa Rosa, CA 95403 (707) 523-1155 George Ortiz Corporate President	FARM WORKER DISTRICT I: Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Glenn, Humboldt, Lake, Lassen, Marin, Mendocino, Modoc, Napa, Nevada, Placer, Plumas, Sacramento, Shasta, San Joaquin, Sierra, Siskiyou, Solano, Sonoma, Sutter, Tehama, Trinity, Yolo, and Yuba Counties	\$2,190,583
CENTER FOR EMPLOYMENT TRAINING 701 Vine Street San Jose, CA 95110 (408) 287-7924 - CSBG Hermalinda Sapien Executive Director	FARM WORKER DISTRICT III: Alameda, Imperial, Inyo, Los Angeles, Mono, Monterey, Orange, Riverside, San Benito, San Bernardino, San Diego, San Francisco, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara, Santa Cruz, and Ventura Counties	\$2,952,526
CENTRAL VALLEY OPPORTUNITY CTR 6838 West Bridget Court P.O. Box 1389 Winton, CA 95388 (209) 357-0062 Ernie Flores, Executive Director	FARM WORKER DISTRICT II: Mariposa, Tuolumne, Stanislaus, Madera, and Merced Counties	\$857,185
PROTEUS, INCORPORATED 1830 N. Dinuba Boulevard Visalia, CA 93291 P.O. Box 727 - <u>Mailing Address</u> Visalia, CA 93279 (209) 733-5423 - CSBG Michael McCann, Chief Executive Officer	FARM WORKER DISTRICT II: Fresno, Kern, Kings, and Tulare Counties	\$3,523,982
LA COOPERATIVA CAMPESINA DE CALIFORNIA 7801 Folsom Boulevard, Suite 365 Sacramento, CA 95826 (916) 388-2220 Raul Meyreles, Executive Director	STATEWIDE	\$ 282,231
TOTAL PROJECTED ALLOCATION		9,806,507

Department of Community Services and Development (CSD)
Community Services Block Grant (CSBG)
Estimated 2009 American Recovery and Reinvestment Act (ARRA) Allocation of Federal Funds

**PROJECTED FUNDING ALLOCATION FOR
NATIVE AMERICAN INDIANS**

<u>AGENCY</u>	<u>SERVICE AREA</u>	<u>DOLLAR AMOUNT</u>
KARUK TRIBE OF CALIFORNIA 746 Indian Creek Road P.O. Box 1016 Happy Camp, CA 96039 (916) 493-5305 Alvis Johnson, Chairman/ Acting Business Manager	Karuk Tribe of California, Alturas Rancheria, Cedarville Rancheria, Hoopa Valley Reservation, Elk Valley Rancheria,	\$110,127
LOS ANGELES CITY/COUNTY NATIVE AMERICAN INDIAN COMMISSION 3175 West Sixth Street, Room 403 Los Angeles, CA 90020 (213) 351-5308 Ron Andrade, Executive Director Corrine Hicks, Chairperson	Los Angeles Co.	\$688,965
NORTHERN CALIFORNIA INDIAN DEVELOPMENT COUNCIL, INC. 241 F Street Eureka, CA 95501 (707) 445-8451 Terry Coltra, Executive Director	All other areas	\$3,025,446
TOTAL PROJECTED ALLOCATION		<hr/> \$3,824,538

APPENDIX E

AUDIT INFORMATION

Recently Issued Audits

GRANTEE	Agency Type	PERIOD COVERED		DATE LAST AUDIT CLOSED
Amador-Tuolumne CAA	Public	07/01/06	06/30/07	1/15/2008
Associated Community Action Program	Public	01/01/06	12/31/06	11/10/08
Berkeley CAA	Public	07/01/06	06/30/07	11/03/08
CAA of Butte	Private	07/01/06	06/30/07	01/21/09
CAA of San Mateo County	Private	01/01/07	12/31/07	03/06/09
CAA of Tehama County	Public	07/01/06	06/30/07	07/10/08
CAC of Santa Barbara County	Private	01/01/07	12/31/07	11/17/08
Cal/Neva (State Association)	Private	01/01/07	12/31/07	01/07/09
Calaveras-Mariposa CAA	Private			N/A
California Human Development Corp.	Private	07/01/07	06/30/08	02/18/09
Campesinos Unidos Inc.	Private	07/01/06	06/30/07	06/10/08
Center for Employment Training	Private	07/01/07	06/30/08	03/11/09
Central Valley Opportunity Center, Inc.	Private	10/01/07	09/30/08	04/14/09
City of Los Angeles Community Development Department	Public	07/01/06	06/30/07	07/09/08
City of Oakland, Dept. of Aging	Public	07/01/06	06/30/07	09/30/08
Community Action Board of Santa Cruz County	Private	01/01/07	12/31/07	09/15/08
Community Action Marin	Private	07/01/07	06/30/08	04/01/09
Community Action of Napa Valley	Private	07/01/05	06/30/06	04/24/07
Community Action Partnership of San Bernardino	Private	07/01/07	12/31/07	12/11/08
Community Action Partnership of Solano County	Public	07/01/05	06/30/06	06/25/07
Community Action Partnership of Sonoma County	Private	03/01/07	02/29/08	03/13/09
Community Services and Employment Training, Inc.	Private	07/01/05	06/30/06	07/27/07
Contra Costa County Community Services Dept.	Public	07/01/07	06/30/08	07/02/08
Del Norte Senior Center	Private	07/01/06	06/30/07	07/03/08
Economic Opportunity Commission of San Francisco	Private	07/01/07	06/30/08	03/26/09
Economic Opportunity Commission of San Luis Obispo	Private	09/30/06	03/31/07	01/23/08
El Dorado County Dept. of Community Services	Public	07/01/06	06/30/07	06/30/08
Foothill Unity Center	Private	01/01/07	12/31/07	10/20/08
Fresno Economic Opportunity Commission	Private	01/01/07	12/31/07	07/10/08
Glenn County Human Resource Agency	Public	07/01/06	06/30/07	05/16/08
Inyo Mono Advocates for Community Action	Private	07/01/07	06/30/08	04/02/09
Karuk	Private	10/01/06	09/30/07	09/23/08
Kern County Economic Opportunity Council	Private	03/01/07	02/29/08	03/13/09
Kings Community Action Organization	Private	01/01/07	12/31/07	07/11/08
Lake County CAA	Private			N/A
Lassen/Plumas/Sierra CAA	Public	07/07/06	06/30/07	05/14/08
Long Beach Community Services Development	Private	01/01/07	12/31/07	07/10/08
Los Angeles Cooperativa Campesina de California	Private	01/01/07	12/31/07	07/28/08
Los Angeles County NAI Commission	Public	07/01/04	06/30/05	02/05/07
Madera County CAA	Private	07/01/07	06/30/08	02/02/09
Merced County CAA	Private	07/01/07	06/30/08	04/28/09
Modoc-Siskiyou CAA	Public	07/01/05	06/30/06	06/01/07
Monterey County Dept. of Social Services	Public	07/01/06	06/30/07	07/28/08
Nevada County Dept. of Housing and Community	Public	07/01/06	06/30/07	11/19/08
North Coast Opportunities, Inc.	Private	07/01/07	06/30/08	05/18/09
Northern California Indian Development Council	Private	01/01/07	12/31/07	10/08/08
Orange County Community Development Council	Private	01/01/07	12/31/07	10/10/08
Placer County Health and Human Services Dept.	Public	07/01/06	06/30/07	07/10/08
Proteus, Inc.	Private	07/01/06	06/30/07	04/28/08
Redwood Community Action Agency	Private	01/01/06	12/31/06	07/06/07
Riverside County Dept. of Community Action	Public	07/01/06	06/30/07	06/30/08
Sacramento Employment Training Agency	Public	07/01/07	06/30/08	03/11/09
Sacred Heart Community Service	Private			N/A
San Benito County Dept. of Community Services	Public	07/01/06	06/30/07	12/29/08
San Diego County	Public	07/01/06	06/30/07	06/30/08
San Joaquin County Dept. of Aging, Children and Community	Public	07/01/06	06/30/07	06/27/08
Shasta County CAA	Public	07/01/07	06/30/08	04/22/09
Yolo County Dept. of Employment	Public	07/01/06	06/30/07	01/15/09
Yuba/Sutter County CAA*	Public/ Private	07/01/06	06/30/07	01/14/09

* Jointly submit 1 audit report.

APPENDIX F

ADMINISTRATIVE CERTIFICATIONS

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Statement for Loan Guarantees and Loan Insurance

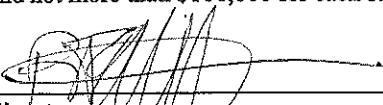
The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature

Title

Organization


CHIEF DEPUTY DIRECTOR

DEPARTMENT OF COMMUNITY SERVICES & DEVELOPMENT

CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS

Certification Regarding Debarment, Suspension, and Other Responsibility Matters-- Primary Covered Transactions

Instructions for Certification

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under

48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters-- Primary Covered Transactions

(1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;

(b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

(2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-- Lower Tier Covered Transactions

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is

providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.

4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, [[Page 33043]] should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transactions, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility an Voluntary Exclusion--
Lower Tier Covered Transactions

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS

This certification is required by the regulations implementing the Drug-Free Workplace Act of 1988: 45 CFR Part 76, Subpart, F. Sections 76.630(c) and (d)(2) and 76.645(a)(1) and (b) provide that a Federal agency may designate a central receipt point for STATE-WIDE AND STATE AGENCY-WIDE certifications, and for notification of criminal drug convictions. For the Department of Health and Human Services, the central point is: Division of Grants Management and Oversight, Office of Management and Acquisition, Department of Health and Human Services, Room 517-D, 200 Independence Avenue, SW Washington, DC 20201.

Certification Regarding Drug-Free Workplace Requirements (Instructions for Certification)

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification set out below.
2. The certification set out below is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, the agency, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. For grantees other than individuals, Alternate I applies.
4. For grantees who are individuals, Alternate II applies.
5. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
6. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio studios).
7. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph five).

8. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

Controlled substance means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

Conviction means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

Criminal drug statute means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

Employee means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All direct charge employees; (ii) All indirect charge employees unless their impact or involvement is insignificant to the performance of the grant; and, (iii) Temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Certification Regarding Drug-Free Workplace Requirements

Alternate I. (Grantees Other Than Individuals)

The grantee certifies that it will or will continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing an ongoing drug-free awareness program to inform employees about --
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will --
- (1) Abide by the terms of the statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the agency in writing, within ten calendar days after receiving notice under paragraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under paragraph (d)(2), with respect to any employee who is so convicted -
- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e) and (f).
- (B) The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

700 N. 10th Street, Sacramento, CA 95812

Check if there are workplaces on file that are not identified here.

Alternate II. (Grantees Who Are Individuals)

- (a) The grantee certifies that, as a condition of the grant, he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant;
- (b) If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, he or she will report the conviction, in writing, within 10 calendar days of the conviction, to every grant officer or other designee, unless the Federal agency designates a central point for the receipt of such notices. When notice is made to such a central point, it shall include the identification number(s) of each affected grant.

[55 FR 21690, 21702, May 25, 1990]